

CONTRACT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made this 1st day of October 2014 in the Territory of the United States Virgin Islands by and between the **GOVERNMENT OF THE VIRGIN ISLANDS, DEPARTMENT OF PROPERTY AND PROCUREMENT** on behalf of **THE DEPARTMENT OF TOURISM** (hereinafter referred to as "Government") and **GLENN FREEMAN DBA MILLENNIUM PHONE AND CABLE**, (hereinafter referred to as "Contractor").

WITNESSETH

WHEREAS, the Government is in need of the continuing services of a Contractor to provide network support services to the Department of Tourism's computer server/network, which duties and responsibilities are more particularly described in Addendum I (Scope of Work) attached hereto; and

WHEREAS, the Contractor represents that it is willing and capable of providing such services,

NOW THEREFORE, in consideration of the mutual covenants herein contained and intending to be legally bound by this written instrument, the parties hereto do covenant and agree as follows:

1. **SERVICES**

The contractor will provide the services described in Addendum I (Scope of Work) attached hereto and made a part of this contract.

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2. TERM

This contract shall commence on October 1, 2014 and shall terminate on October 1, 2016. The contract will be executed upon the signing of the Governor of the Virgin Islands. The Government shall have an option to renew this contract for an additional one-year period immediately following the initial term.

3. COMPENSATION

The Government in consideration of the satisfactory performance of the services described in Addendum I (Scope of Work) agrees to pay the Contractor the sum of SEVENTY-TWO THOUSAND DOLLARS AND NO CENTS (\$72,000.00) per year. This contract shall not exceed TWO HUNDRED THOUSAND DOLLARS AND NO CENTS (\$200,000.00) in accordance with the provisions set forth in Addendum II (Compensation) attached hereto and made a part of this contract.

4. TRAVEL EXPENSES

Included in the compensation for services as specified in Paragraph 3 (Compensation) above, the Government agrees to pay documented transportation, subsistence, lodging and other travel expenses, while in travel status, for trips which have been authorized in writing, in advance, by the Government. These costs shall be advanced or reimbursed on the same basis as is applicable to non-contract employees of the Government, or as agreed to by an addendum to this Contract, however, said costs and expenses shall not exceed \$5,000.00. All Travel expenses must be approved by the Commissioner of Tourism.

5. RECORDS

The Contractor, when applicable, will present documented, precise records of time and/or money expended under this contract.

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6. PROFESSIONAL STANDARDS

The contractor agrees to maintain the professional standards applicable to its profession and to consultants doing business in the United States Virgin Islands.

7. DOCUMENTS, PRINTOUTS, ETC.

All documents, books, records, instructional materials, programs, printouts and memoranda of every description derived therefrom and pertaining to this contract shall become the property of the Government and shall be turned over to it at the termination of this contract. The above-described materials shall not be used by Contractor or by any other person or entity except upon the written permission of the Government.

8. LIABILITY OF OTHERS

Nothing in this contract shall be construed to impose any liability upon Government to persons, firms, associations or corporations engaged by Contractor as servants, agents or independent contractors, or in any other capacity whatsoever, or make Government liable to any such persons, firms, associations or corporations for the acts, omissions, liabilities, obligations and taxes of Contractor of whatsoever nature, including but not limited to unemployment insurance and social security taxes for Contractor, its servants, agents or independent contractors.

9. ASSIGNMENT

The Contractor shall not subcontract or assign any part of the services under this contract without the prior written consent of the Government.

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10. INDEMNIFICATION

Contractor agrees to indemnify, defend and hold harmless Government from and against any and all loss, damage, liability, claims, demands, detriments, cost, charges and expense (including attorney's fees) and causes of action of whatsoever character which Government may incur, sustain or be subjected to, arising out of or in any way connected to the services to be performed by Contractor under this contract and arising from any cause, except the sole negligence of Government.

11. INDEPENDENT CONTRACTOR

The Contractor shall perform this Contract as an independent Contractor and nothing herein contained shall be construed to be inconsistent with this relationship or status.

12. GOVERNING LAW

This Contract shall be governed by the laws of the United States Virgin Islands and jurisdiction shall remain in the United States Virgin Islands.

13. WAIVERS AND AMENDMENTS

No waiver, modification or amendment of any term, condition or provision of this Contract shall be valid or of any force or effect unless made in writing, signed by the parties hereto or their duly authorized representatives and specifying with particularity the nature and extent of such waiver, modification or amendment. Any such waiver, modification or amendment in any instance or instances shall in no event be construed to be a general waiver, modification or amendment of any of the terms, conditions or provisions of this Contract, but the same shall be strictly limited and restricted to the extent and occasion specified in such signed writing or writings.

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14. ENTIRE AGREEMENT

This contract constitutes the entire agreement between the parties hereto, and all prior understandings or communications, written or oral, with respect to the project, which are the subject matter of this contract, are merged herein.

15. RIGHT TO WITHHOLD

If work under this contract is not performed in accordance with the terms hereof, Government will have the right to withhold out of any payment due to Contractor, such sums as Government may deem ample to protect it against loss or to assure payment of claims arising therefrom, and, at its option, Government may apply such sums in such manner as Government may deem proper to secure itself or to satisfy such claims. Government will immediately notify the Contractor in writing in the event that it elects to exercise its right to withhold.

No such withholding or application shall be made by Government if and while Contractor gives satisfactory assurance to Government that such claims will be paid by Contractor or its insurance carrier, if applicable, in the event that such contest is not successful.

16. CONDITION PRECEDENT

This contract shall be subject to the availability and appropriation of funds and to the approval of the Governor of the United States Virgin Islands.

17. TERMINATION

Either party will have the right to terminate this contract with or without cause on thirty (30) days written notice to the other party specifying the date of termination.

18. PARTIAL TERMINATION

The performance of work under this contract may be terminated by the Government in part, whenever the Government shall deem such termination

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advisable. This partial termination shall be effected by delivering to the Contractor a Notice of Partial Termination specifying the extent to which the terms and/or duties under this contract are terminated and the date upon which such termination becomes effective. The Contractor shall be entitled to receive payment for services provided to the date of termination, including payment for the period of the thirty (30) day notice.

19. NON-DISCRIMINATION

No person shall be excluded from participating in, be denied the proceeds of, or be subject to discrimination in the performance of this contract on account of race, creed, color, sex, religion, national origin or disability.

20. CONFLICT OF INTEREST

(a) Contractor covenants that it has no interest and will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this contract.

(b) Contractor further covenants that it is:

(1) Not a territorial officer or employee (i.e., the Governor, Lieutenant Governor, member of the Legislature or any other elected territorial official; or an officer or employee of the Legislature, Executive or Judicial branch of the Government or any agency, board, commission or independent instrumentality of the Government, whether compensated on a salary, fee or contractual basis); or

(2) A territorial officer or employee and, as such, has:

(i) familiarized itself with the provisions of Title 3, Chapter 37, Virgin Islands Code, pertaining to conflicts of interest, including the penalties provision set forth in Section 1108 thereof;

- (ii) not made, negotiated or influenced this contract, in its official capacity;
- (iii) no financial interest in the contract as that term is defined in Section 1101, (1) of said Code Chapter.

21. EFFECTIVE DATE

The effective date of this contract shall be the date this contract is executed by the Governor of the United States Virgin Islands.

22. NOTICE

Any notice required to be given by the terms of this contract shall be deemed to have been given when the same is sent by certified mail, postage prepaid or personally delivered, addressed to the parties as follows:

GOVERNMENT

Randolph Bennett
Acting Commissioner
Department of Property & Procurement
Subbase Bldg. # 1
St. Thomas V I 00802

With copies to:

Beverly Nicholson-Doty
Commissioner
Department of Tourism
P.O. Box 6400
St. Thomas V I 00804

Or hand delivered to

Contant # 78 1-2-3
St. Thomas V I 00802

CONTRACTOR

Glenn Freeman
D/b/a Millennium Phone and Cable
PO Box 305365
St. Thomas, VI 00803-5365

1. FALSE CLAIMS

Contractor warrants that it shall not, with respect to this contract, make or present any claim upon or against the Government of the Virgin Islands, or any officer, department, board, commission, or other agency thereof, knowing such claim to

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be false, fictitious or fraudulent. Contractor acknowledges that making such a false, fictitious or fraudulent claim is an offense under Virgin Islands law.

24. NOTICE OF FEDERAL FUNDING

Contractor acknowledges that this Contract is funded, in whole or in part, by federal funds. Contractor warrants that it shall not, with respect to this Contract, make or present any claim knowing such claim to be false, fictitious, or fraudulent. Contractor acknowledges that making such a false, fictitious, or fraudulent claim is a federal offense.

25. DEBARMENT CLAUSE

By execution of this contract, the Contractor certifies that it is eligible to receive contract awards using federally appropriated funds and that it has not been suspended or debarred from entering into contracts with any federal agency. The Contractor shall include this provision in each of its sub-contracts hereunder and shall furnish its subcontractors with the current "LIST OF PARTIES EXCLUDED FROM FEDERAL PROCUREMENT OR NON-PROCUREMENT." In the event the contractor or sub-contractor misrepresents its eligibility to receive contract awards using federal funds, the Contractor or sub-contractor agrees that it shall not be entitled to payment for any work performed under this contract or sub-contract and that the Contractor or sub-contractor shall promptly reimburse the Government of the Virgin Islands for any progress payment heretofore made. If, during the term of this contract, the Contractor shall become ineligible to receive contract awards using federal funds, this contract shall be terminated forthwith for cause and the Contractor shall not be entitled to payment for any work performed under this contract or sub-contract after the effective date of such ineligibility.

26. LICENSURE

The Contractor covenants that it has:

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(a) obtained all of the applicable licenses or permits, permanent, temporary or otherwise as required by Title 27 of the Virgin Islands Code; and

(b) familiarized itself with the applicable provisions of Title 27 of the Virgin Islands Code pertaining to professions and occupations.

27. OTHER PROVISIONS

Addendum I & II attached hereto is a part of this Contract and is incorporated herein by reference.

IN WITNESS WHEREOF, the parties have hereunto set their hands on the day and year first above written.

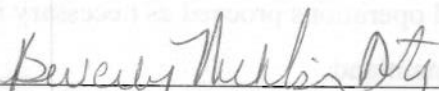
WITNESSES:

GOVERNMENT OF THE US VIRGIN ISLANDS



Date

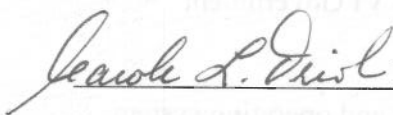
4/10/15



Date

4/10/2015

Beverly Nicholson-Doty
Commissioner
Department of Tourism



Date

7/21/15

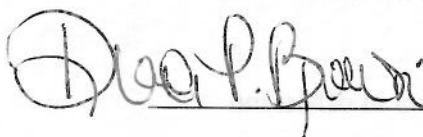


Date

7/21/15

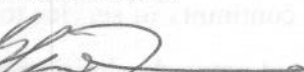
Randolph Bennett
Acting Commissioner
Department of Property & Procurement

CONTRACTOR



Date

4-10-15

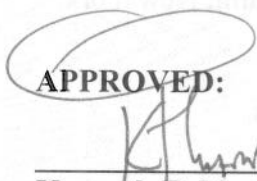


Date

4/10/15

Glenn Freeman
D/b/a Millennium Phone and Cable

APPROVED:



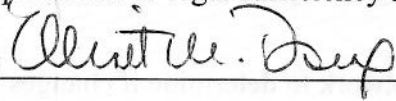
Date

09-02-15

Kenneth E. Mapp
Governor of the US Virgin Islands

Approved as to legal sufficiency at the Department of Justice

By



Date

7/20/15

MED #

Account Code 7621-95230-E93421

DEPARTMENT OF JUSTICE
SOLICITOR GENERAL
2015 MAY 29 PM 4: 14

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ADDENDUM 1 SCOPE OF WORK

Service provider will perform the following tasks:

- Provide Network Support Services as may be required during normal business hours (8AM to 5PM)
- Provide support services after normal business hours if required.
- Provide Local onsite emergency support when needed.
- Be available on-site or by telephone or e-mail for emergency remote or problem determination and resolution.
- Support users on Quickbooks accounting system to assure connectivity and proper operation.
- Provide ongoing monitoring of server and network operation to ensure routine required operations proceed as necessary including servers located in St Croix or on the mainland.
- Provide support for DOT user access to ERP network.
- Assist and facilitate network access to any other required VI Government Information systems.
- Perform network and server upgrades such as new server and operating system installation.
- Interact with network infrastructure contractors & installers on behalf of Dept of Tourism to ensure continuity of service to users.
- Provide technical and network administrative support for users in off-island locations such as National Sales Offices in Atlanta, Chicago, Miami, New York, Los Angeles, Washington DC.
- Provide technical support for any servers located at external sites.
- Provide and maintain network diagrams and documentation.
- Provide planning and tracking of I/T upgrades and new installations.
- Perform onsite physical inspection of network and components for damage and future reliable use.
- Yearly documented report of status of overall network to determine if changes are needed based on industry trends.